

Town of Rowe
Board of Selectmen – Minutes
Wednesday, February 24, 2016 – 3:00 pm
Rowe Town Hall

Call to Order: The meeting was called to order by Chair Wilson at 3:03pm.

Present: Chair Wilson, Vice-Chair Gleason, Selectman Quist and Administrative Clerk Janice Boudreau
Lance Larned

Old Business

1. 3pm - DPW Superintendent to discuss weight of vehicles on Hoosac Tunnel Bridge: Chair Wilson is concerned about the safety of crossing Tunnel Bridge due to the condition of the bridge. She is researching the history of the road to ascertain if it was formally discontinued to determine how next to proceed. Highway Superintendent indicated he was maintaining the road up to the impassable section.
2. Mass Dept of Revenue will be in Rowe to Assess our Financial Systems on March 21st: Chair Wilson reported that MA Dept. of Revenue will be sending a representative to review Rowe's financial systems and then will provide a written report with findings. The meeting is scheduled for March 21, 2016.
3. Review Human Resources Policies Suggested by Town Counsel: Select Board Members reviewed and discussed Town Counsel's recommendations for additions and omissions to the Personnel Policy Manual. Once finalized, it will be distributed to all employees. A letter to part-time employees explaining the prorated benefits was reviewed and signed.
3. Harpers Payroll Will Set up Benefits Accrual on the Pay Stubs for Employees: Harpers Payroll will be coming in after April 15, 2016 and Chair Wilson said she would commence working with them prior to their arrival to set up to help expedite reporting.

New Business

1. Letter to Governor & MBI Concerning Broadband: Select Board Members reviewed a letter drafted to Governor Baker to discuss the lack of broadband in western Massachusetts. A final draft was approved.
2. Review New Travel Reimbursement Policy: Tabled until next meeting.
3. Review General Government Budget: Tabled until next meeting.
4. Identify Capital Projects for Next Fiscal Year: Chair Wilson said we were in the process of obtaining quotes for repair on the rot on Town Hall, repair on the slate roof and painting of Town Hall.

5. DPW Line Item Deficit: Due to the new pellet stove installation in DPW, Superintendent Larned reported that the heat budget was over \$1300.00 for budget due to not having any history with the pellet stove.
6. Insurance Shortfall: There is a shortfall in Health Insurance due to employee coverage changes. It was agreed to schedule a Special Town Meeting to address the budget shortfalls.
7. School Committee Resignation: Chair Wilson reported that Gail May resigned from the School Committee and the board and there was discussion about contacting persons to serve.
8. WiredWest Delegate: Chair Wilson said she resigned from her position as WiredWest delegate and that Russ Jolly agreed to accept the appointment.

Motion to Appoint: Chair Wilson made a motion to appoint Russ Jolly as WiredWest delegate. The motion, seconded by Selectman Quist, was unanimously accepted. (3/0/0)

Warrants: Review FY16W18 and FY16PW18

At 4:55 pm Chair Wilson said the meeting will continue at the Rowe School to meet with Finance and School Committees to hear the FY 17 school budget proposed budget.

Janice Boudreau left the meeting at 4:55 pm.

The meeting continued at Rowe Elementary School at 5:00pm

8. 5pm - Meet at School to Hear Proposed School Budget: Northern Berkshire School Union Business Manager, Carrie Garavaltis, and the Superintendent, Jon Lev, presented the Rowe Elementary School Budget proposal.
9. School Committee Member: School Committee Chair, Susie Zavotka, announced that Janet Cowie would be willing to be a School Committee member until the May town elections to fill the vacancy due to Gail May's resignation.

Motion to Appoint: Chair Wilson moved to appoint Janet Cowie to the School Committee vacancy. Vice Chair Gleason seconded the motion.

Roll call vote of both Select Board and School Committee:

Select Board: Chair Wilson, aye
Vice-Chair Gleason, aye.
Selectman Quist, aye

Wide ranging discussions with the School Committee about school issues in general.

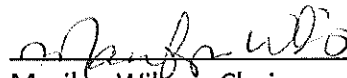
Seeing no further business, made a motion to adjourn the Meeting at 6:15 p.m. The motion, seconded by Vice-Chair Gleason, was accepted. (3/0/0)

Respectfully Submitted,

Janice Boudreau

Approval Date: _____

Approved:


Marilyn Wilson, Chair


Susan Gleason, Vice-Chair

Walter J. Quist, Selectman

Attachments:

- Agenda 02-24-2016
- Letter to Employees re: pro-rated benefits
- Draft Personnel Policy (32 pages)
- Draft letter to Governor Baker